

# LITTLE FREE PANTRY

## VOLUNTEER GUIDE

Curators keep the pantry cleaned, stocked, and organized. Here's how:

- Check in on the LFP once per week. The goal during your visit is to fully stock the pantry.
- Share the load! Consider signing up with a friend or family who can share the weekly responsibility.
- When you visit the pantry, check to ensure it has a variety of food and personal care items. The more options, the better!
- Order items by type in neat, easy-to-see, rows (think grocery store).
- Check the overflow bin. Donations in this bin should be placed in the pantry or stock room.
- The stock room is located inside Fairmount in a large closet called the "Mimeograph Room." During business hours, an FPC staff member will be happy to guide you.
- Much like the pantry, we aim to keep the stock room organized like a grocery store. Food is placed categorically in neat rows and stacks.
- There is a collection of grocery bags (plastic and reusable) in the stock room. Make sure a few are stored in the pantry for visitors who don't have their own bag to carry away supplies.



## COMMON CHALLENGES

The Little Free Pantry is like any ministry: it isn't perfect. Sometimes curators will find something out-of-place during their visit. Here are examples:

- The pantry receives a donation that, while well-intentioned, does not meet LFP guidelines. Examples include:
  - Perishable food (produce, bread)
  - Clothing (with the exception of winter gloves, hats, and scarves)
  - Books and other media
- The pantry receives a donation of non-perishable food that has already long passed its expiration date.
- Sadly, the pantry has undergone some abuse in the past. Examples include:
  - Garbage left in the pantry
  - Damage to the doors/handles
  - Litter on the ground below the pantry

When issues like this occur, please respond as you see appropriate and notify Stacy Hunter or staff. Please dispose of expired food in the parking lot dumpster. There is a key to the dumpster located in the far right drawer of the stock room storage hutch.